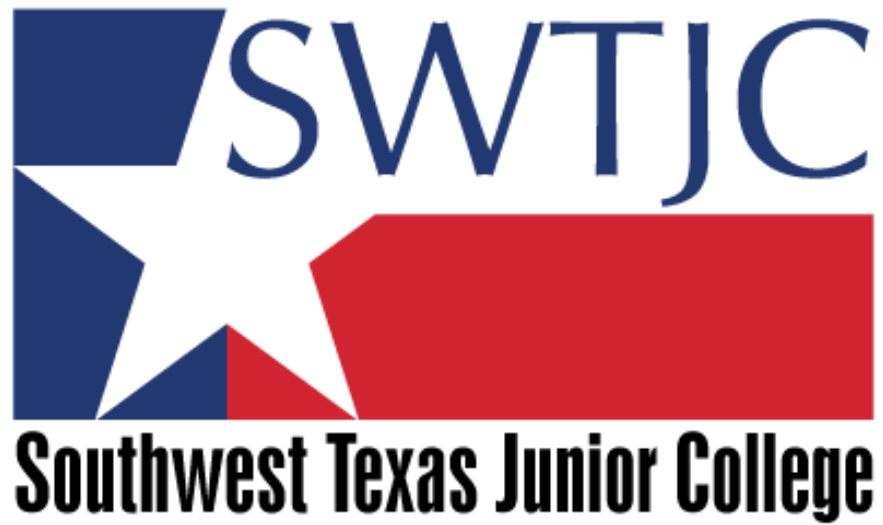


SWTJC Course/Instruction COVID-19 Safety Plan

Brief Description of Course/Training:

1. **Department/Program:**
2. **Instructor(s):**
3. **Course(s):**
4. **Activity(s):**
5. **Activity Date(s):** _____ **to** _____
6. **Day(s)/Time(s):** _____ **/** _____
7. **Location(s):**
8. **Indoors/Outdoors:**
9. **Number of students:**
10. **SWTJC CDC safety guidelines reviewed:** **yes** **no**
11. **Student wellness questionnaire:** **yes** **no**
12. **Other comments:**
13. **PPE supplies requested:**
 - a. **Mask:** _____ **each**
 - b. **Face shield:** _____ **each**
 - c. **Gloves:** _____ **each**
 - d. **Hand sanitizer :** _____ **bottle(s)**
 - e. **Disinfectant wipes:** _____ **container(s)**
 - f. **Disinfectant spray:** _____ **can(s)**
 - g. **Signage requested:**



Patient Care Technician COVID-19 Plan

Patient Care Technician COVID-19 Plan

Returning for Practicum-

1. All CDC guidelines will be enforced and include:
 - a. Social Distancing - group no larger than 10 people with 6ft requirement in place and marked for compliance
 - b. All students and volunteers are to use required PPE.
Student PPE included Face Mask or Goggles, N95 mask, Gloves, and gowns, **Clinical Volunteers** will wear face masks, along with rigorous handwashing to prior to contact.
 - c. Temperature will be assessed with health status questionnaire before entry
 - d. Disinfection – Required disinfection procedures will occur according to CDC guidelines prior to the commencement of clinical lab rotations. This process will also occur at each set station in the lab between volunteer interaction. Final cleaning process of entire lab will proceed upon completion of the lab day by instructors following CDC guidelines.

2. At no point during clinical lab rotations will any person be allowed to enter into the lab room if they exhibit signs or symptoms of illness including those related to allergies and/or colds.

3. It will be emphasized that SWTJC remains closed at this time and only those in need of clinical lab will be allowed on campus.

Patient Care Technician COVID-19 Plan

Preparation Plan –

PCT Nurse instructors will keep the health and safety of all student candidates, along with SWTJC faculty, a priority. Acting in compliance with CDC guidelines the PCT department will propose a division of its 40 students into groups of 4. This will provide each student with the option to bring in one blood donor volunteer at their scheduled time and keep social distancing within required standards. We have approximately 3 weeks of instruction before we reach completion of the didactic portion of our program. The requested information for possible approval of continuance for clinical lab is detailed below:

1. Program: Patient Care Technician Program
2. Instructors: Judy F. Estrada LVN, Isabel Alvarez LVN, Frank Luna LVN, Analea Ortiz LVN, Diamantina Galindo CCMA
3. Courses: PLAB 1323
4. Activities: Blood draws
5. Activity Dates: May 25, 2020 till completion of required venipunctures is met. Clinical lab days to occur Monday – Wednesday in 2 hour increments for each group with Clinical lab times set at: 8:00am -10:00am; 11:00am -1:00pm; 3:00pm - 5:00pm; 6:00pm – 8:00pm. Hours are set to meet both cohorts originally scheduled class time with an hour set upon completion of each group for full lab disinfection.
6. Location:
7. Indoors/Outdoors: Clinical Lab will take place in the classroom settings
8. Number of students: 4 per group (40 total candidates)
 - a. Students will be required to bring several volunteers due to NHA clinical lab regulations. Only one volunteer per student will be allowed into classroom setting. Remaining volunteers will be mandated to wait in their vehicle in a set parking lot area until called for their lab draw.
9. CDC Guidelines:
 - a. **Social Distancing** will remain in effect and be mandated at all times. Markings of 6 ft requirement will be placed in large bright color for inescapable appearance to maintain health and safety and follow CDC regulations.
 - b. **Masks** along with face shields will be worn by student candidates and instructors at all times. Blood donor volunteers are only required to wear a face mask.
 - c. **Gloves** are a noted requirement in any health care standard and will be in use by student candidates and instructors at all times. This requires each student and instructor to remove gloves and practice proper handwashing technique before re-applying a clean set of gloves, between each volunteer.
 - d. **Isolation Gowns** will be worn by student candidates and instructors at all times and changed between each groups lab completion.

- e. **Disinfectants** will be in use according to CDC regulations to wipe all set blood draw stations. These are areas where student candidates and volunteers are seated and venipuncture lab draws occur. Proper cleansing will take place between each volunteer and full lab room disinfection will happen upon the group time completion.

All student candidates will be issued the necessary equipment for their own use by the instructor. No supplies will be shared, or mingled at any time and all used or remaining supplies will be discarded per guidelines.

Designated bathroom is located near the classroom -Restrictions of 1 student at a time to will be in place due to limited spacing of the area. Disinfection of door knobs, water faucets, and flush handle will occur after each use.

10. Well-being questionnaire must be completed on all student candidates and volunteers outside of the classroom lab area prior to entrance. This will be done by a designated screener who will remain on the outside of the building in a safe designated area. (Please see page 5 for Questionnaire.)
 - a. Temperatures will be assessed on each student candidate along with all volunteers.
 - b. Any person portraying signs or symptoms of illness will not be permitted to enter the lab classroom.
11. Activity Description: CPT Candidates are required to meet the minimum of 40 venipunctures before eligibility to sit for the national exam is granted. This requires 10 different volunteers to sit for blood draws. These draws consist of finger sticks, and venipunctures occurring on the different areas of the arm.
12. Other Comments:
 - a. Each student candidate will be scheduled and given their clinical lab time and days prior to clinical lab settings. Students will be scheduled once a week for 2 weeks. They may not be successful with their first venipuncture attempts requiring the need to be scheduled on additional days. Should the need for additional weeks in the schedule arise a request will be made.
 - b. No food or drinks will be allowed into the classroom at any time to prevent any touching of the face. Students may leave the classroom for water or snacks required to be left in their vehicle but must remove all PPE, with the exception of their face mask, upon exiting the building. All guidelines for re-entry into the classroom must be followed, including handwashing and PPE dressing.



Patient Care Technician CoViD-19 Questionnaire

Name: _____

Date: _____ Time: _____

Temperature: _____ (100.4 or over is denied entry)

Signs & Symptoms of illness (circle one): Yes No

Including: runny nose, cough, congestion, sore throat, shortness of breath

Self - Declaration	
1	Have you returned from any of the countries listed on Coronavirus FAQs within the last 14 days? Yes <input type="checkbox"/> No <input type="checkbox"/>
2	Have you had close contact with or cared for someone diagnosed with COVID-19 within the last 14 days? Yes <input type="checkbox"/> No <input type="checkbox"/>
3	Have you been in close contact with anyone who has traveled within the last 14 days to one of the countries listed on Coronavirus FAQ's . ? Yes <input type="checkbox"/> No <input type="checkbox"/>
4	Have you experienced any cold or flu-like symptoms in the last 14 days (to include fever, cough, sore throat, respiratory illness, difficulty breathing)? ? Yes <input type="checkbox"/> No <input type="checkbox"/>

If the answer is "yes" to any of the questions, access to the facility is denied.

Signature: _____ Date: _____

Access to facility (circle one): Approved Denied

Patient Care Technician COVID-19 Info

The information collected on the questionnaire form will be used to determine your access to SWTJC clinical lab facilities before entry.

For more information, see www.swtjc.edu.

Please immediately advise the clinical lab instructor if any of your responses change or should you begin to exhibit or feel illness in any form.

Any questions should be directed to
Judy F. Estrada LVN
Patient Care Technician Program Coordinator
830 – 591 – 7288
or
jfgonzales@swtjc.edu